

From]

Director,  
Women & Child Development Department,  
Haryana, Chandigarh

To

All Heads of Departments,  
Boards & Corporations  
Haryana State.

No. 10700-855 / A2  
Dated: 2-6-14

Subject: Constitution of Internal Complaints Committee under Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act, 2013.

Kindly refer to this department letter no. 29.01.2014, 05.02.2014 and 28.03.2014 on the subject cited above, wherein it was requested to constitute "Internal Complaints Committee" under the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act, 2013.

Some of the departments have given information regarding the committees which were constituted in accordance with Vishakha guidelines but now those committees have become dis-functional and new Internal Complaints Committee under the said Act has to be constituted.

Few departments have constituted the ICCs under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 but they have not included a member from the NGO and a Female Presiding Officer which is mandatory as per sub-section-1 of section-4 of the said Act,

The constitution of Internal Complaints Committee under said Act is as under:-

(a) A Presiding officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section (i):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organization,

(b) Not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) One member from amongst non-governmental organizations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

Therefore, you are requested to constitute Internal Complaints Committee under the Act at the earliest and inform this office for the compliance. Further, the constitution of the Committee may please be uploaded on the website of the concerned departments.

Director  
Women and Child Dev. Deptt.  
Haryana, Panchkula

निदेशालय, औद्योगिक प्रशिक्षण विभाग, हरियाणा, चन्डीगढ़।

तत्काल / अतिआवश्यक

पृ0क0 टी-4 / सौकरसूअल हरारामेंट / प्रशि0 / 2014 / 1473 दिनांक 9/7/14

उपरोक्त की प्रति निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु भेजी जाती है:-

1. सभी प्रधानाचार्य/वर्ग अनुदेशक इंचार्ज, राजकीय/ प्राईवेट औद्योगिक प्रशिक्षण संस्थान/ राजकीय औद्योगिक प्रशिक्षण संस्थान, (महिला) तथा प्रधानाचार्य, राजकीय कला स्कूल रोहतक(हरियाणा राज्य में) निर्देश दिए जाते हैं कि उपरोक्त हिदायतों अनुसार अपने-अपने संस्थानों में "Internal Complaint Committee" गठित करके निदेशालय को तुरन्त सूचित करें, उक्त आदेशों की दृढ़ता से पालना की जाये। यदि उक्त कार्य में कोई कोताही हुई तो उसके लिए संस्थान का मुखिया स्वयं जिम्मेवार होगा।
2. निदेशक, महिला एवं बाल विकास विभाग, हरियाणा को उनके पत्र क्रमांक No 10700-855 दिनांक 2.6.2014 के सन्दर्भ में।
3. सहायक निदेशक प्रशिक्षण-4।
4. नोडल अधिकारी, बैबसाईट को विभागीय बैबसाईट पर अपलोड करने हेतु।
5. सहायक निदेशक (प्रशा0-1)।

उप निदेशक (प्रशिक्षण)  
कृते: महानिदेशक, औद्योगिक प्रशिक्षण विभाग,  
हरियाणा।

CC: Steno To AD(T)